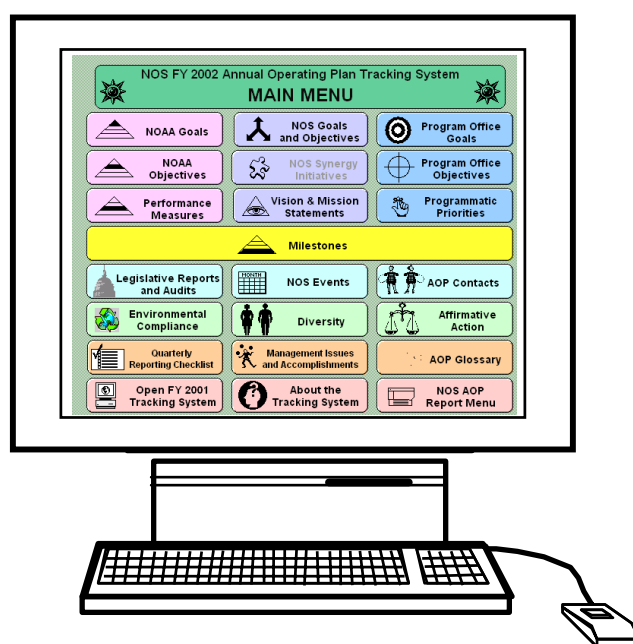


National Ocean Service Annual Operating Plan Tracking System



Users Guide

Revised June 2001

The NOS AOP Tracking System and this User's Guide were
developed by
Susan T. Frank
under contract with the National Ocean Service
in conjunction with
Luis Oms

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Synopsis

The Annual Operating Plan Tracking System is a computer-based management information system designed to improve the consistency and accuracy of tracking and reporting on NOS resources. This management tool is used by the Program Offices to organize and develop annual performance based tasks for the upcoming fiscal year and to track program performance throughout the year.

The system provides a common structure and format for collecting information on the programmatic milestones, which hierarchically support NOS' responsibilities in fulfilling NOAA goals and objectives. This allows for the presentation of a wide-variety of programmatic and management responsibilities in a streamlined fashion in the NOS Annual Operating Plan document which is generated, in part, from the system. The tracking system is also used for quarterly reporting on milestone status, significant accomplishments, management issues, and other pertinent performance information.

The Annual Operating Plan Tracking System consists of a series of related databases, which store information on:

- NOAA strategic goals and objectives,
- NOS strategic goals and objectives,
- Program Office strategic goals and objectives
- Annual performance measures,
- Annual programmatic priorities,
- Annual milestones,
- Budget and personnel resources,
- NOS partnerships,
- Synergy opportunities,
- Contacts addresses and numbers,
- Significant events and activities,
- Legislative reporting and audit requirements,
- Quarterly management issues and accomplishments, and
- Annual tasks to promote the goals of diversity, affirmative action and environmental compliance.

The Tracking System was developed using FileMaker Pro, a cross-platform, networkable, relational database software. The files have

been set up for easy access without requiring extensive knowledge of or experience using the software. There are menus and buttons that allow for quick access to the various components of this dynamic system. The files are accessible to all of NOS through the AA's FileMaker Server. Users of Macintosh and Windows computers running FileMaker Pro version 5 can access the server through the direct intraoffice network or through an Internet connection.

Starting the Tracking System

The 2001 and 2002 AOP files reside on the NOS FileMaker 5 server called fmp5srv01.nos.noaa.gov. You must have a copy of FileMaker 5 on your computer to access the AOP files. FileMaker versions 3 and 4 will not allow you to access the FileMaker 5 server.

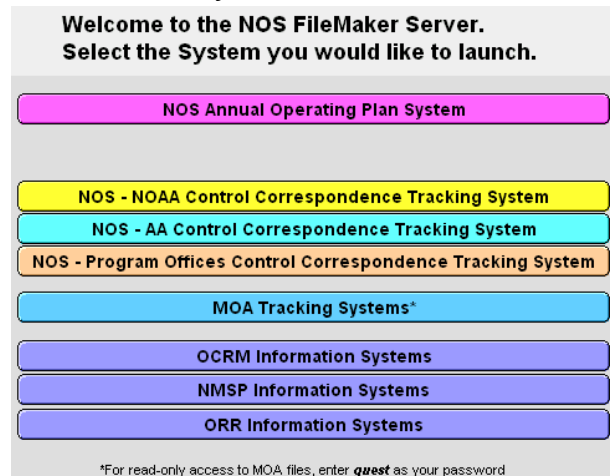
There are two ways to access the server:

- (1) The fast and easy way - A file called **FMPclient.fp5** can be installed on your computer. By simply opening this file the connection to the server will be made for you and a file called **Server Launcher** will open. The menu of information systems on the server

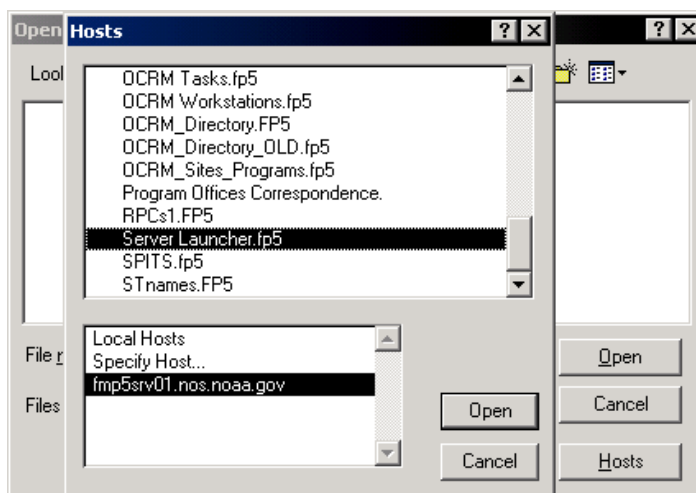


FMPclient.fp5

includes buttons that will open the FY 2001 or FY 2002 AOP Tracking Systems. (Contact your computer support person or Ahmad Ahmad for a copy of this file if it has not already been installed on your computer.)



- (2) The other way - Open the FileMaker Pro application. From the

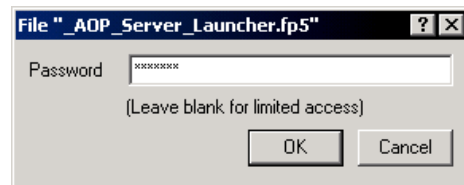


“Open File” window, select the “Hosts” button. Enter, or select: **fmp5srv01.nos.noaa.gov** and wait for a list of files to appear. Select to open the file: **Server Launcher.fp5**.

All related AOP files can be accessed from the Main Menu of the **_AOP_Server_Launcher.fp5** file.

Access Privileges

The NOS AOP Tracking System is password protected. Each user will receive a password associated with one of the groups described below (or contact Kevin O'Brien for passwords):



GROUP	WHO
Layout	System Design Team
Administration	PAC AOP Team
Special Use	MB
Management	Program Office Representative
Data Entry	Other Office Users
General Use	Guests

New files are set up for milestones and other annual components of the Tracking System each fiscal year. During the AOP development phase, designated individuals in each Program Office complete data entry. Subsequent modifications and refinements are made at the NOS level prior to the final printing of the hard copy AOP that is submitted to NOAA. Once the AOP document is finalized, the basic milestone characteristics data is locked to prevent changes throughout the year. The status and notes fields and other tracking fields remain unlocked for ongoing quarterly input.

The access privileges for the various groups are as follows:

GROUP	FILES	Performance Measures				Legislative Reports and Audits
	NOAA Goals	Affirmative Action				Program Office Priorities
GROUP	NOAA Objectives	Environmental Compliance	<i>Development Phase</i>	<i>Status Phase</i>	Significant NOS Events	Program Accomplishments
	NOS Strategic Objectives	Diversity	Milestones	Milestones	AOP Contacts	Management Issues
Layout	ALL	ALL	ALL	ALL	ALL	ALL
Administration	Create, Edit, Delete	Create, Edit, Delete	Create, Edit, Delete	Create, Edit, Delete	Create, Edit, Delete	Create, Edit, Delete
Special Use	Browse	Create, Edit, Delete	Browse	Browse	Create, Edit	Browse
Management	Browse	Browse	Create, Edit, Delete	Edit (update)	Create, Edit, Delete	Create, Edit
Data Entry	Browse	Browse	Create, Edit	Edit (update)	Create, Edit	Browse
General Use	Browse	Browse	Browse	Browse	Browse	Browse

System Components

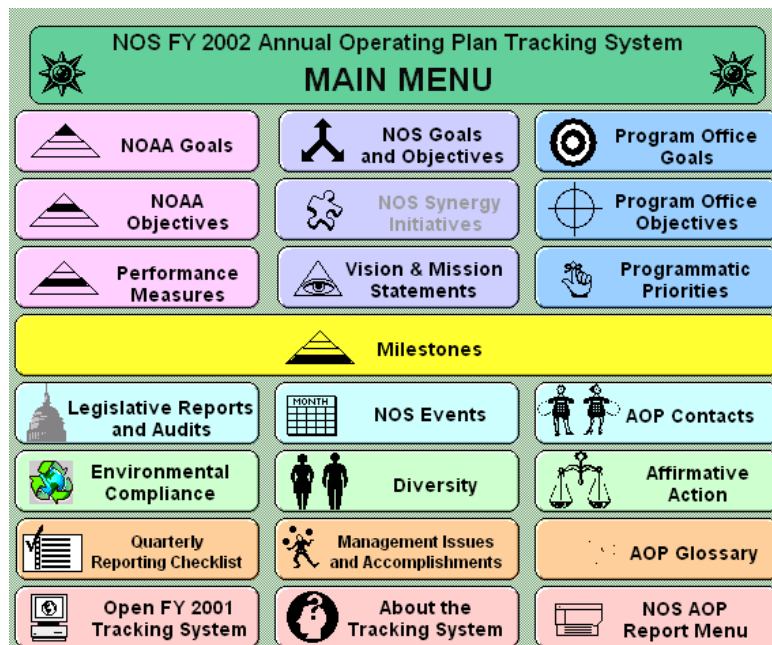
The NOS AOP Tracking System is a dynamic tool composed of approximately 60 related files with hundreds of fields and layouts. Data can be viewed, printed or exported in many formats. New layouts for reporting are periodically added to the system based on requests for specific information. Suggestions for modifications to existing layouts and requests for additional layouts should be directed to the PAC AOP team.

Each of the files has menu buttons and Script Menu options that perform tasks such as changing files or layouts, finding and sorting records, or changing the page setup and displaying a preview of how a printed report would look. Each file also contains Data Entry Forms that are instructional and easy to use (See Appendix A). Field definitions are stored in an AOP Glossary file that can be accessed on line.

The following sections briefly describe the contents of the various system components.

Main Menu

The **Main Menu** appears when the Fiscal Year files are opened. All other associated files can be accessed from the Main Menu. The user can return to the Main Menu from all of the associated files.



NOAA Goals

The **NOAA Goals** file contains information on the four NOAA strategic goals that NOS participates in:


Promote Safe Navigation, Sustain Healthy Coasts, Recover Protected Species, and Build Sustainable Fisheries.

NOS AOP Tracking System NOAA Goals List of Goals			Click on a goal for more information.	 Main Menu
	PSN	Promote Safe Navigation		
	SHC	Sustain Healthy Coasts		
	BSF	Build Sustainable Fisheries		
	RPS	Recover Protected Species		

NOAA Objectives


The **NOAA Objectives** file contains the 10 objectives that NOS has a lead or a role in for the four goals.

Information on the source of each of the objectives and other notes are also included.

NOS AOP Tracking System NOAA Objectives Summary List			Click on an objective for more information.	 Main Menu
PSN-1	Build, Maintain, and Deliver Nautical Charting Database			
PSN-2	Update Nautical Surveys			
PSN-3	Define the National Shoreline			

NOS Strategic Objectives


The NOS Strategic Objectives file contains the five goals and associated 21 objectives outlined in the NOS Strategic Plan (August 1998) for the next five years.

NOS AOP Tracking System NOS Strategic Objectives Summary List of Objectives			Click on an Objective for more information.	 Main Menu
Habitat-1	Improve capabilities and infrastructure to reduce the cumulative degradation of coastal habitats (quantity and quality) and to restore coastal ecosystems.			
Habitat-2	Improve capabilities and infrastructure to reduce the pollution burden from all sources on coastal waters, which will improve water quality and enhance			
Habitat-3	Improve the long-term sustainability of the Nation's living marine resources - commercially, recreationally and ecologically important species.			

Program Office Goals and Objectives



The Program Office Goals and Objectives files contain the fifty goals and 265 objectives outlined by the Program Offices in the Addendum to the NOS

Strategic Plan 1999-2004: NOS Office Strategic Plans (August 1998).

NOS AOP Tracking System Program Office Strategic Goals Summary List of Goals			Click on a Goal for more information.	 Main Menu
CSC-1	Habitat. CSC programs support all four objectives of the NOS Habitat goal.			
CO-OPS-1	Habitat. Enhance the preservation and restoration of the U.S. coastal and ocean environments.			
MB-1	Strategic Planning and Analysis. Further NOS' leadership role in coastal stewardship through effective policy, planning, and program evaluation activities.			

Performance Measures

The **Performance Measures** file contains information on approximately 38 annual performance measures for NOS to meet that support the NOAA, NOS, and Program Office Objectives.

NOS AOP Tracking System FY 2002 Performance Measures Summary List			Click on a Performance Measure for more information.	 G/OPM List	 Main Menu
PSN-2.1	Reduce critical area survey backlog by 3.6% for FY 2001 (1550 snm out of 43,000 snm).				
PSN-3.1	Cumulative percent of shoreline defined for critical areas (40% for FY 2001).				
PSN-4.1	Implement Physical Oceanographic Real-Time Systems (PORTS) to make navigation in the Nation's ports and harbors safer and more cost efficient and to				

Program Priorities

The **Program Priorities** file contains information on the top four to seven annual programmatic priorities for each of the NOS offices for that fiscal year.

NOS AOP Tracking System FY 2001 Programmatic Priorities Summary List	
Click on a Priority for more information.	
CSC 1	Provide learning and Practitioner Services.
CSC 2	Strengthen the NOAA Distributed Presence.
CSC 3	Advance the Coastal National Spatial Data Infrastructure (NSDI).

Milestones

The **Milestones** file contains information on performance-based tasks to be completed within the fiscal year. Sub-menus help guide the user through data entry and report generation and previewing. Each

NOS FY 2002 Annual Operating Plan Tracking System

Milestones Menu

<p>Data Entry</p> <p> Add a New Milestone</p> <p> Edit an Existing Milestone</p> <p> Enter a Status Report</p>	<p>Browsing</p> <p> Find a Set of Milestones</p> <p> Go to a List of Milestones</p> <p> Go to Milestone Summaries</p>
<p>Navigation</p> <p> Go to the AOP Tracking System Main Menu</p> <p> Go to the Quarterly Reporting Checklist</p>	<p>Printing</p> <p> Go to the Milestone Reports Menu</p> <p> Print Blank Report</p>

NOS FY 2002 Annual Operating Plan Tracking System

Milestones Reports Menu

<p>All Milestones</p> <p> Milestones by AOP Code #1</p> <p> Milestones by NOS Strategic Goals and Objectives #2</p> <p> List of Milestones by Office #3</p> <p> Milestone Contacts #4</p> <p> List of Milestones by Completion Date #5</p>	<p>Summaries</p> <p> Synergy Initiatives #9</p> <p> Customers and Users #10</p> <p> Partnerships/Linkages #11</p> <p> Statistics #12</p>
<p>Subsets</p> <p> List of Milestones by Office Code #6</p> <p> Milestone Details Report #7</p> <p> Milestone Status Report #8</p>	<p>Navigation</p> <p> Go to the OFFICE AOP Reports Menu</p> <p> Go to Budget Reports Menu</p> <p> Go to the Milestones Menu</p> <p> Go to the AOP Tracking System Main Menu</p>

milestone is required to be related to a single NOAA Goal and Objective, a single NOS Goal and Objective, a single Program Office Goal and Objective, and a quantitatively defined Performance Measure. This hierarchical structure is designed to help ensure that all office activities support the higher-level strategies.

Program information

NOS-level milestones are required. The Program Offices also have the option of using this management tool to help collect and organize data on proposed office-level milestones. Several features requested by Program Offices have been incorporated into the Milestone Database including a multi-year budget (planned, spent, remaining) tracking section and project personnel (names and roles) listings. Linkages have also been established between the Milestones file and the Programmatic Priorities, NOS Synergy and NOS Partnerships files.

NOS Synergy Initiatives

(FY01 only)

The **NOS Synergy** file lists the five synergy initiatives identified by NOS to forge and expand partnerships within the organization

(Coastal Marine GIS, All Hazard Response, International Habitat Strategy, Dredging, and Nutrient Pollution). This file is related to the FY01 Milestones file only and shows which milestones provide synergy opportunities for each of these initiatives.

NOS AOP Tracking System NOS Synergy Opportunities List of Categories	
Click on one of the synergy categories to see the related milestones.	
Spatial Data	
Disaster Response Planning	
Dredging	
Nutrient Pollution	

NOS Partnerships

The **NOS Partnerships** file lists the partners defined in the **Milestones** file for that year. This file shows the related milestones that each of the partners support.

NOS AOP Tracking System FY 2001 Partnerships for Milestones Data Form			
Name	US Navy		
Relationship	Formal Partner		
Type of Organization	4		
Milestone ID Number	Milestone Codes (AOP/Office)	Title	Level of Dependency
4			Critical
288	SHC-1.5.2 ONMS	Raise Monitor steam engine	Dependent
267	SHC-1.6.10 ORR:HRMD - HMRD-3	Conduct Spill Related Research	Enhancement

AOP Contacts

The **AOP Contacts** file contains the phone and fax number and e-mail and mailing address information on the contacts in the related files.

AOP Contacts Menu

Data Entry

- Add a Contact Person
- Find a Record

Layouts

- Go to Summary List
- Preview Mailing Labels
- Go to Browse Form
- Preview Contact List
- Select Records to Print
- Preview Contact Details

Navigation

- Go to Offices file
- Go to Glossary file
- Go to Main Menu

Environmental

Compliance and Safety, Affirmative Action, and Diversity Tracking Systems

Three sub-systems are connected to the **NOS AOP Tracking System**: The Environmental Compliance and Safety Tracking System, The Affirmative Action Tracking System, and the Diversity Tracking System. Each system is hierarchical and includes three files – one for information on the NOS commitment towards fulfilling the goal, one for related objectives, and one for annual milestones.

NOS Environmental Compliance and Safety Tracking System Objectives Data Form

Part I. Objective Data Form

1. Select a Goal: **Environmental Compliance and Safety**

2. Assign an Objective Number **: **1** Objective code **E.1**

**Check to make sure this number is unique for this goal.

3. Enter the Objective Description:
Ensure all facilities and field activities under NOS management are in compliance with all Federal, State, and local environmental, safety and health laws and regulations.

Part II. Related Records

Number of Milestones: **7**

Click on a Milestone to go to the related Data Entry Form

Milestone Number	Code	Description
1	E.1.1	Track environmental, safety and health compliance at all facilities with operations that pose potential threats to lives and the environment .
1.1	E.1.1.1	Track environmental, safety and health compliance at all facilities with operations that pose potential threats to lives and the environment : NCCOS' BEAUFORT LAB FINDINGS
1.2	E.1.1.2	Track environmental, safety and health compliance at all facilities with operations that pose potential threats to lives and the environment : CO-OPS' CHESAPEAKE, VA , FACILITY FINDINGS

Reports and Audits

The **Legislative Reports** file is used to track the status of upcoming Congressional Reports, and GAO and IG audits.

NOS AOP Tracking System Legislative Reports and Audits Summary List

Click on a report/audit for more information.

Date Due	Office	Title
3/15/2001	OCRM	Coastal Zone National Impact Assessment
12/1/2000	OCRM	Coastal Zone Management Fund

Events

Information pertaining to upcoming events should be entered into the **NOS Events** database by each office.

NOS AOP Tracking System
Significant NOS Events
Summary List

Find ALL Add a Record Main Menu

Click on an event for more information.

ID #	Start Date	Event Title
151	July 8, 2001	Pacific Congress on Marine Science & Technology
129	July 15, 2001	Coastal Zone 2001, Cleveland

Accomplishments and Issues

For each Fiscal Year, significant accomplishments, and management each office enters issues and problems into the Issues and Accomplishment file. This information is then used for quarterly reporting.

NOS AOP Tracking System
FY 2001 Management Issues
and Program Accomplishments
Summary List

1st Q 2nd Q 3rd Q 4th Q Main Menu Add an Item

Click on an item for more information.

Quarter	Office	Synopsis
1st	NGS	Software Support Contracting
1st	CSC	Coastal Zone Fellowships and Assistantships:

Quarterly Report Checklist

The **Quarterly Report Checklist** file is used to help organize the quarterly reporting process. Each office must fill out a checklist for each of the quarter's reporting requirements. Additional information for the PAC staff regarding the quarterly report may be entered in the Comments field

Quarterly Reporting Checklist

1. Select the Checklist you would like to view/edit:

Office ☐ CSC ☐ IP ☐ NCCOS ☐ OCRM ☐ ONMS ☐ SP
☐ CO-OPS ☐ MB ☐ NGS ☐ OCS ☐ ORR

Quarter ☐ 1st ☐ 2nd ☐ 3rd ☐ 4th

FY 2002

2. Go to the Data Form.

OR

1. Select the Quarter you would like to view:

Quarter ☐ 1st ☐ 2nd ☐ 3rd ☐ 4th

2. See Summary List for the Quarter.

AOP Glossary

The **AOP Glossary** file provides definitions for all of the fields and value lists in each of the components of the Tracking System. Appendix A includes printouts of the various data layouts and the associated glossary sections.

AOP GLOSSARY

The AOP Glossary contains definitions for the fields in the Annual Operating Plan Tracking System files.

List: Select List to go to a list of all of the fields.

Data Form: Select Data Form to see information for a single field at a time.

Glossary: Select Glossary to preview the printouts of fields and definitions by section.

Select one of the following sections to see the list of fields in just that section.

- NOAA Goals
- NOAA Objectives
- Performance Measures
- NOS Strategic Goals and Objectives
- Program Office Strategic Goals
- Program Office Strategic Objectives
- Program Office Priorities
- Milestones
- Quarterly Milestone Status
- AOP Contacts
- Affirmative Action
- Diversity
- Environmental Compliance and Safety
- Legislative Reports and Audits
- Significant NOS Events
- Program Accomplishments and Management Issues

Using the System for AOP Development

The **NOS AOP Tracking System** is available for the Program Offices to use as a tool to assist in the developing of the Office-level Annual Operating Plans and throughout the year for tracking and reporting on milestone progress. Office-level milestones can be entered into the system. Office-level AOP reports can be generated via the Office AOP Reports Menu. Use of the system for developing Office-Level AOP's is optional. The following requirements are NOT Optional:

☐ Program Offices must add their top 4 to 7 program priorities for each fiscal year and associated descriptions to that fiscal years **Program Priorities** file.

☐ Program Offices must input NOS-level milestones into the fiscal years **Milestone** file and must fill out all required fields and:

- All milestones must be linked to a single NOAA Goal and Objective.
- All milestones must be linked to a single NOS Goal and Objective.
- All milestones must be linked to a single Program Office Goal and Objective.
- Significant milestones should be associated with Program Priorities.
- All milestones must support a single Performance Measure. Only the PAC Team can add or modify performance measures.
- All milestones must have a primary contact person
- Planned budget information must be included for each NOS level milestone

☐ It is the responsibility of each office to ensure that all information for the individuals listed in the **AOP Contacts** file is accurate. A designated person from each Program Office should review the **AOP Contacts** file listings for their office.

☐ All significant planned events must be entered into the **NOS Events** file.

☐ All reports for Congress and other required reports and audits must be entered into the fiscal years **Reports and Audits** file.

Appendix A

Data Forms and Glossary Sections

NOAA Goals

NOS ADP Trading System NOAA Goals Data Form		Report	List	Main Menu	Glossary
Goal Title	<input style="width: 90%;" type="text" value="Sustain Healthy Coasts"/>				
Goal Code	<input style="width: 15%;" type="text" value="SHC"/>	NOS Goal Number	<input style="width: 25%;" type="text" value="2"/>		
Goal Source	<input style="width: 90%;" type="text" value="NOAA Strategic Plan, May 1996"/>				
<hr/>					
Goal Team Leader	<input style="width: 90%;" type="text" value="Kennedy, David"/>				
David Kennedy Director, ORR SSMC-4, Sta. 10409 1305 East-West Hwy Silver Spring, MD 20910		PH: 301-713-2989 x101 FAX: 301-713-4389 david.kennedy@noaa.gov			
<hr/>					
NOS Contact Person	<input style="width: 90%;" type="text" value="Finch, Darlene"/>				
Darlene Finch ORR SSMC-4, Sta. 10310 1305 East-West Hwy Silver Spring, MD 20910		PH: 301-713-3038 x207 FAX: 301-713-4387 darlene.finch@noaa.gov			
<hr/>					
Number of related Objectives: 3					
Number	Code	Objective Title			
1	SHC-1	Protect, Conserve, and Restore Coastal Habitats and Their Biodiversity			
2	SHC-2	Promote Clean Coastal Waters to Sustain Living Marine Resources and to Ensure Safe Recreation, Healthy Seafood, and Economic Vitality			
3	SHC-3	Foster Well-planned and Revitalized Coastal Communities that are Compatible with the Natural Environment, Minimize the Risks from Natural Hazards, and Provide Access to Coastal Resources for the			

Goal Title

The official name of the NOAA Strategic Goal that NOS has a role in fulfilling.

Goal Code

An abbreviation for the Goal Title:

- PSN = Promote Safe Navigation
- SHC = Sustain Healthy Coasts
- BSF = Build Sustainable Fisheries
- RPS = Recover Protected Species

NOS Goal Number

An assigned number that determines the sequentiality of printing based on the desired order for appearance in the Annual Operating Plan.

PSN = 1, SHC = 2, BSF = 3, RPS = 4

Goal Source

The source document from which the goals were derived: NOAA Strategic Plan, May 1996.

Goal Team Leader

The name of the NOAA Manager in charge of overseeing the goal. The related address label, phone, fax, and e-mail information is also included.

Value List

“Last name, title and first name” from the **AOP Contacts** database.

NOS Contact Person

The name of the person to contact about NOS’s responsibilities, plans and accomplishments regarding the goal. The related address label, phone, fax, and e-mail information is also included.

Value List

“Last name, title and first name” from the **AOP Contacts** database.

Number of Related Objectives

The number of NOAA Objectives (that NOS participates in) that are related to this Goal. A list of the Objectives from the related NOAA Objectives file is included.

NOAA Objectives

NOS ADP Trading System
NOAA Objectives
Data Form

Goal ☐ = automatic

Promote Safe Navigation ←GO

Objective Number Objective Code

Build, Maintain, and Deliver Nautical Charting Database

Objective Source

Objective Notes

Number of related FY 2002 Performance Measures: 1

Number	Code	Performance Measure Title
1	PSN-1.1	Build, maintain and update digital database in support of navigational products and services. (# of chart editions: 250 in FY2001. # of ENC's: 70 new, cumulative total of 135 maintained)

Goal

The NOAA Goal Code. The related goal title is also included.

Objective Number

The objective numbers are sequential under each goal.

Objective Code (automatic)

A calculation of the Goal Code and the Objective Number that uniquely identifies the Objective. For example, "PSN-4" refers to Objective 4 of the Promote Safe Navigation Goal.

Objective Title

A short description of the objective as defined in the NOAA Strategic Plan and/or NOAA 5-year Implementation Plan.

Objective Source

The source document from which the objectives were derived

Objective Notes

Additional information and comments on the objective

Number of Related Performance Measures

The number of Performance Measures that are related to this Objective. A list of the measures from the related FY Performance Measures file is included.

NOS Strategic Goals and Objectives

NOS AOP Trading System
NOS Strategic Objectives
Data Form

List Main Menu Glossary

NOS Goal Habitat ☐ = automatic

NOS Objective Number Objective Code

Improve capabilities and infrastructure to reduce the cumulative degradation of coastal habitats (quantity and quality) and to restore coastal ecosystems.

Notes

Number of Related FY 2001 Milestones:

Number	Code	Milestone Title
199	BSF-1.1.1	Rebuild the Nation's overfished stocks - Conduct stock assessments. Snapper genetic databases.
247	.X	Provide leadership and technical assistance to the Government of Antigua and Barbuda in the development of an Integrated Coastal Management Program
249	.X	Develop bilateral program with Korea for building ICM in Korea
340	SHC-1.10.x	Receive No Further Action Decision Documents from ADEC for 3 Sites Under NOAA/State Agreement

NOS Goal

The five goals for NOS for the next five years outlined in the NOS Strategic Plan (August 1998)

NOS Objective Number

The objective numbers are sequential under each NOS goal.

NOS Objective Title

A short description of the 21 NOS Objectives in the NOS Strategic Plan

NOS Objective Code (automatic)

A calculation of the NOS Goal Number and the Objective Number that uniquely identifies the Objective. For example, "1.3" refers to Goal 1, Objective 3.

Number of Related Milestones

The number of Milestones that are related to this NOS Objective. A list of the Milestones from the related FY Milestones file is included.

Notes

Additional information and comments on the objective.

Program Office Goals

NOS AOP Trading System
 Program Office Strategic Goals
 Data Form

List

Main Menu

Glossary

Program Office

☐ = automatic

Goal Number

Goal Code

Goal

Habitat. CSC programs support all four objectives of the NOS Habitat goal.

Notes

Number of Related Strategic Objectives: 2

Number	Code	Program Objective Title
1	CSC - 1.1	CSC emphases include landscape characterization and restoration, coastal remote sensing, coastal change analysis and benthic mapping, information access, protected and marine areas GIS, nonpoint source pollution reduction and habitat
2	CSC - 1.2	In the near-term, CSC seeks to integrate watershed-level ecological modeling into GIS platforms, improve linkages between land-water systems and their impact on habitat, and move beyond simple coastal change baseline characterization

Program Office

Goals are included for the following Program Office's: CO-OPS, CSC, IP, MB, NCCOS, NGS, OCRM, OCS, ORR, and SP.

Goal Number

The goal numbers are sequential within each Program Office.

Goal Code

A calculation of the Program Office and the Goal Number that uniquely identifies the Objective. For example, "OCS-2" refers to Goal 2 of OCS.

Goal

The 50 goals outlined by the Program Offices in the Addendum to the NOS Strategic Plan 1999-2004; NOS Office Strategic Plans (August 1998).

Notes

Additional information and comments on the goal.

Number of Related Objectives

The number of Program Office Strategic Objectives that are related to this Program Office Goal. A list of the objectives from the related Program Office Objectives file is included.

Program Office Objectives

NOS AOP Trading System Program Office Strategic Objectives Data Form		Report	List	Main Menu	Glossary
Program Office	<input style="width: 90%;" type="text" value="CSC"/>	<input type="checkbox"/> = automatic			
Office Goal Number	<input style="width: 90%;" type="text" value="1"/>	Habitat. CSC programs support all four objectives of the NOS Habitat goal.			
Office Objective Number	<input style="width: 90%;" type="text" value="1"/>	Objective Code	<input style="width: 90%;" type="text" value="CSC - 1.1"/>		
CSC emphases include landscape characterization and restoration, coastal remote sensing, coastal change analysis and benthic mapping, information access, protected and marine areas GIS, nonpoint source pollution reduction and habitat restoration, GIS					
Notes					
<div style="border: 1px solid black; display: inline-block; padding: 2px 10px;"> Number of Related FY 2001 Milestones: <input style="width: 50px;" type="text" value="12"/> </div>					
Number	Code	Milestone Title			
304	SHC-1.6.3	Develop and implement a joint NOAA CSC and NMFS center in Lafayette, Louisiana for working with local, state and federal governments and academic institutions on coastal wetlands protection and restoration within the Gulf coast states.			
95	SHC-1.6.5	Complete digital environmental characterization of the Rookery Bay/Belle Meade, FL, watershed.			
97	SHC-1.6.6	Conduct performance/cost assessments of promising environmental technologies.			
282	SHC-1.6.12	Develop a rule-based model for wetland function, the characterization of habitat and hazard mitigation functions of sand and mud flats.			

Program Office

Objectives are included for the following Program Office's: CO-OPS, CSC, IP, MB, NCCOS, NGS, OCRM, OCS, ORR, and SP.

Office Goal Number

By Selecting the Office Goal Number from the pop-up list, the related text appears as well.

Office Objective Number

The objective numbers are sequential under each Program Office goal.

Office Objective Code (automatic)

A calculation of the Program Office Goal Code and the Objective Number that uniquely identifies the Objective. For example, "OCS - 3.1" refers to Goal 3, Objective 1 of OCS.

Objective

The objective outlined by the Program Offices in the Addendum to the NOS Strategic Plan 1999-2004; NOS Office Strategic Plans (August 1998).

Number of Related Milestones

The number of Milestones that are related to this Program Office Objective. A list of the Milestones from the related FY Milestones file is included.

Notes

Additional information and comments on the objective.

Performance Measures

NOS AOP Tracking System FY 2001 Performance Measures		Browse Form	Details Report	Data Form	G/O/F/M List	Main Menu																		
Performance Measure PSN-2.1		Record ID # 3																						
Reduce critical area survey backlog by 3.6% for FY 2001 (1550 snm out of 43,000 snm).																								
NOAA Goal: PSN Promote Safe Navigation																								
NOAA Objective: PSN-2 Update Nautical Surveys																								
<table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr style="background-color: #ADD8E6;"> <th>ID #</th> <th>AOP Code</th> <th>Milestone Title</th> <th>Number of Related FY 2001 Milestones: 14</th> </tr> </thead> <tbody> <tr style="background-color: #FFD700;"> <td>PSN-2.1.x</td> <td></td> <td>Eliminate all dBase IV format and programs in the hydrographic data processing pipeline by the end of the fourth quarter.</td> <td></td> </tr> <tr style="background-color: #FFD700;"> <td>PSN-2.1.x</td> <td></td> <td>Participate in workshops and/or training conferences outside of HSD</td> <td></td> </tr> <tr style="background-color: #FFD700;"> <td>PSN-2.1.x</td> <td></td> <td>Promote training and transfer of technology through rotational assignments</td> <td></td> </tr> </tbody> </table>							ID #	AOP Code	Milestone Title	Number of Related FY 2001 Milestones: 14	PSN-2.1.x		Eliminate all dBase IV format and programs in the hydrographic data processing pipeline by the end of the fourth quarter.		PSN-2.1.x		Participate in workshops and/or training conferences outside of HSD		PSN-2.1.x		Promote training and transfer of technology through rotational assignments			
ID #	AOP Code	Milestone Title	Number of Related FY 2001 Milestones: 14																					
PSN-2.1.x		Eliminate all dBase IV format and programs in the hydrographic data processing pipeline by the end of the fourth quarter.																						
PSN-2.1.x		Participate in workshops and/or training conferences outside of HSD																						
PSN-2.1.x		Promote training and transfer of technology through rotational assignments																						
Source: NOAA Implementation Plan		Type: Carried Forward from last AOP																						
Archive of Performance Measure changes for an Audit Trail: was 3.5% in FY01 before extra \$\$																								
Planned Future Measures: <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr> <th>FY #</th> <th>00</th> <th>01</th> <th>02</th> <th>03</th> <th>04</th> <th>05</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td></td> <td>3.6%</td> <td>3.6%</td> <td>3.5%</td> <td>3.5%</td> <td>3.5%</td> <td>3.5%</td> <td></td> <td></td> </tr> </tbody> </table>							FY #	00	01	02	03	04	05				3.6%	3.6%	3.5%	3.5%	3.5%	3.5%		
FY #	00	01	02	03	04	05																		
	3.6%	3.6%	3.5%	3.5%	3.5%	3.5%																		
Footnotes:																								
Responsible Office: OCS		Partners and/or Collaborators:																						
Primary Contact Person: DeBow, CAPT Sam <div style="display: flex; justify-content: space-between; font-size: x-small;"> <div style="width: 45%;"> CAPT Sam DeBow Chief, OCS SSMC-3, Sta. 6838, N/CS3 1315 East-West Hwy Silver Spring, MD 20910-3282 </div> <div style="width: 45%;"> PH: 301-713-2698 x124 FAX: 301-713-4533 Sam.Debow@noaa.gov </div> </div>																								
Alternate Contact Person: Frey, Erich <div style="display: flex; justify-content: space-between; font-size: x-small;"> <div style="width: 45%;"> Erich Frey OCS SSMC-3, Sta. 6112 1315 East-West Hwy Silver Spring, MD 20910 </div> <div style="width: 45%;"> PH: 301-713-2790 x144 FAX: 301-713-4019 erich.frey@noaa.gov </div> </div>																								
Current Status:		As of:		Quarter																				
Status Report for the Quarterly Report <div style="border: 1px solid black; height: 40px; width: 100%;"></div>																								
Date Created		Date Modified June 11, 2001																						

NOAA Goal

The NOAA Goal Code and the related goal title.

NOAA Objective

The NOAA Objective under the associated NOAA Goal. The related objective code and title are included.

Performance Measure Number

A sequential number under the related NOAA Objective and Goal hierarchy. Assigned by the PAC AOP team after all new performance

measures have been added for the fiscal year, this number (and all related records and associated fields) may change during the final stages of the AOP development phase if a preceding performance measure is deleted.

AOP Performance Measure Code

A calculation that combines the Goal Code, Objective Number and Performance Measure Number to uniquely identify the Performance Measure. For example, PSN-3.1 refers to the Promote Safe Navigation Goal, Objective 3, Performance Measure 1.

Record Identity Number (automatic)

An automatically sequentially assigned unique number for each record that never changes. Missing identity numbers indicate that records have been deleted.

Performance Measure Description

A brief summation of the Performance Measure for the related Objective. A target level of performance expressed as a tangible, measurable value, against which actual performance can be compared. Performance Measures may be expressed in quantity, value, or rate terms.

Audit Trail

If a Performance Measure is rewritten or refined, the original text should be included in this field to help provide an audit trail.

Type

An indicator of the source of the exact text for the performance measure. If the text has been refined, the original version should be in the Additional Information field for an audit trail.

Value List

- New Performance Measure
- Refined Performance Measure
- Carried Forward from last AOP

Source

The Performance Measures in the system at the start of the fiscal year are all from the NOAA Implementation Plan. Other NOS generated Performance Measures may be added based on requests from the Program Offices.

Value List

NOAA Implementation Plan
NOS generated

Future Planned Measures

This table is for including plans for future Fiscal Years and shows how numbers associated with the performance measure will change over time.

Footnotes

A notes field for text descriptions or footnotes about planned future Performance Measures.

Responsible Office

The primary NOS office responsible for fulfilling and reporting on the performance measure.

Partners/Collaborators

If the Performance Measure responsibility is shared, other partners and/or collaborators can be listed in this field.

Primary Contact

The person to contact regarding the Performance Measure and its completion status. The name is linked to the AOP Contacts database so that the related mailing label, phone and fax numbers, and e-mail address are also included.

Value List

"Last name, title and first name" from the AOP Contacts database.

Alternate Contact

A secondary contact person.

Value List

"Last name, title and first name" from the AOP Contacts database.

Status

The status of completion of the performance measure.

Value List

completed
behind schedule
on hold
canceled
in progress

Status Date

The date that the status report was last updated.

Status Report

A brief description of the status of work planned, being done or completed to fulfill the performance measure.

Quarterly Report

The quarterly report that will include the Status comments.

Notes

Additional information on a Performance Measure may be included in this field.

Number of Related Milestones

The number of Milestones that are related to this Performance Measure and a list of the Milestones from the related FY Milestones file are included on the "Browse Form".

Program Office Priorities

NOS ADP Tracking System FY 2001 Programmatic Priorities Browse Form		Data Form	Summary List	Main Menu
Program Office:	<input type="text" value="CSC"/>	<input type="checkbox"/> = automatic		
Program Priority:	<input type="text" value="Provide learning and Practitioner Services."/>			
Priority Number:	<input type="text" value="1"/>	Priority Code	<input type="text" value="CSC 1"/>	
Priority Description:				
<p>The Center will build on existing technology, coastal management, and process skill areas of expertise for training and education. These capacity-building and professional development activities are targeted toward state and local customers, but also benefit NOAA and interagency partners.</p> <p>* Technology training includes information management, geographic information systems (GIS), remote sensing, and metadata documentation. Learning is delivered through seminars, hands-on overviews, direct use of technology, and high-end computer programming. A new special emphasis will be placed on metadata training for Native Americans.</p>				
ID #		ADP Code Office Code	Milestone Title	Number of Related Milestones: <input type="text" value="11"/>
103	SHC-3.3.8	Deliver GIS training to NMS and NERR staff.		←
	CSC - 1.5.1.4			←
113	SHC-3.3.13	Participate in GIS Day 2001 activities with a local Charleston-area educational institution.		←
	CSC - 1.5.3.7			←
114	SHC-3.3.14	Deliver updated three-hour "GIS for Managers" course at the GeoTools '01 Conference in January 2001.		←
	CSC - 1.5.3.7			←
Primary Contact: <input type="text"/>				
Additional Notes or Comments:				
Record Creation Date		Created By		
<input type="text" value="8/29/2000"/>		<input type="text" value="management"/>		
Record Modification Date		Modified By		
<input type="text" value="6/11/2001"/>		<input type="text" value="Luis.Oms"/>		

Program Office

The 7 Program Office's are AA, NCCOS, NGS, OCRM, OCS, ONMS, and ORR. CO-OPS, CSC, IP and SP are organizationally under the AA's office, but are distinguished here for planning purposes.

Value List

AA
CO-OPS
CSC
IP
NCCOS
NGS
OCRM
OCS
ONMS
ORR
SP

Program Priority Title

A short descriptive title for the program's priority.

Priority Number

A number assigned by the Program Office that will determine the printing order of the priorities. This number should be unique and sequential for each office's set of priorities.

Priority Code (automatic)

A calculation that combines the Office and Priority Number.

Record Identity Number

An automatically sequentially assigned unique number for each record that never changes. Missing identity numbers indicate that records have been deleted.

Priority Description

A detailed description of the priority. This will be included in the AOP.

Primary Contact

The person to contact regarding the Priority. The related address label, phone and fax numbers, and e-mail address are also included.

Value List

"Last name, title and first name" from the AOP Contacts database.

Additional Information

Any additional notes or comments may be included.

Milestones

NOS AOP Tracking System
FY 2001 Milestones
Data Entry Form

AOP # Office Milestone Code

Section 1. Milestone Information

1. Select your Program Office: ☐ = automatic
☐ = required

You may also enter the applicable Division, Branch, and/or Site:

2. Each record is automatically assigned a unique Identity Number:

The AOP Number will be assigned to NOS milestones by the PAC AOP Team after all milestones have been entered.
You may also enter an optional Office Milestone Number (or code) for your organizational purposes:

3. Enter a short descriptive Milestone Title:

4. Enter a brief Milestone Description:

5. Select the Milestone Level(s):
*An NOS-level Milestone will be included in the NOS AOP.
 An Office-level Milestone will be included in the Office AOP.
 A milestone may be significant at more than one level.*

☒ NOS ☐ Office ☐ Division ☐ Branch/Site ☐ Project
 (Required) (Optional)

6. Select the Type of Effort:
☒ New ☐ Event Driven
☐ Continuous ☐ One Time

7. Enter the target Milestone Completion Date:

Start Date (Optional) month year Quarter

Completion Date (Required) month year Quarter

Program Office

The 7 program office's are AA, NCCOS, NGS, OCRM, OCS, ONMS, and ORR. CO-OPS, CSC, IP, and SP are organizationally under the AA's office, but are distinguished here for planning purposes. For Milestones associated with more than one Program Office, the Primary Responsible Office should be listed here and the other office(s) should be listed under Internal Linkages.

Division Branch Site

This field may be used for Division, Branch, and/or Site names when appropriate.

Identity Number (automatic)

An automatically sequentially assigned unique number for each record that never changes. Missing identity numbers indicate that records have been deleted.

AOP Number (automatic)

Assigned by the PAC staff as sequential numbers under each Objective's Performance Measure. The first three letters indicate the associated goal. The sequentiality of this number determines the printing order. (example: SHC- 3.1.4 refers to Sustain Healthy Coasts, Objective 3, Performance Measure 1, Milestone 4).

Office Milestone Number

This optional number is assigned at the Office (or lower) level for internal organizational purposes. It can be a number or a code and can be used to sort a Program Office's milestones. For example, an office might assign a group of milestones numbers of: Hab-1, Hab-2, Hab-3, CC-1, CC-2, to represent milestones grouped by Habitat and Coastal Communities.

Milestone Title

Short and descriptive, the milestone title identifies the "outcome", preceded by an action verb such as complete, initialize, conduct, review, etc.

Milestone Description

A short paragraph describing the milestone to be met, i.e., the primary outcome to be achieved. The milestone description should succinctly summarize all the activities from which it is comprised.

Milestone Level

The levels of "interest" for a milestone.

Value List

- **NOS:** A milestone that will be included in the NOS AOP and reported on at NOAA Quarterly Reviews. These include all milestones from the NOAA Implementation Plan, but will also include a cross-section of other milestones that represent NOS programs.
- **Office:** A milestone that is significant at the Program Office level. These milestones will be included in the Office AOPs. Some of these will also be NOS level milestones.
- **Division, Branch/Site, Project:** These milestones are used for planning and tracking by the Program Offices. Entry into the Tracking System is optional.

Type of Effort

Indicates the kind of activities, projects, or efforts that support the milestone.

Value List

- **New**: milestones with efforts that are starting up this year.
- **Continuous**: milestones with efforts continuing from last year and likely to continue next year.
- **One Time**: milestones with efforts occurring only this year.
- **Event Driven**: milestones that do not have starting and ending dates but are based on events such as oil spills or groundings.

Start Quarter (automatic)

Calculated from the start month. The fiscal year quarters are: 1st (Oct-Dec), 2nd (Jan-Mar), 3rd (Apr-Jun), and 4th (Jul-Sep).

Start FY (automatic)

Calculated from the start month and year. The fiscal year runs from October through September.

Start Date

The month and year work on the milestone begins may be entered for planning purposes.

Completion Quarter (automatic)

Calculated from the completion month.

Completion FY (automatic)

Calculated from the completion month and year.

Completion Date

The month and year work on the milestone ends.

8. Milestone will be in progress during which FY 2001 Quarter(s)?
☒ 1ST ☒ 2ND ☒ 3RD ☒ 4TH

9. Milestone will be reported on during which FY 2001 Quarterly Review(s)?
☐ 1ST ☐ 2ND ☐ 3RD ☒ 4TH

10. Indicate if the milestone is... ☒ **Milestone is in the NOAA Implementation Plan**

11. Select the Geographic Region(s) and/or Coastal State(s), NERR(s), NMS(s) the milestone focuses on:
☒ National ☐ SE ☐ PAC ☐ International
☐ NE ☐ GOM ☐ GL Hold down shift to select multiple values.

Include more detailed location information if appropriate.
 CORMS II is the 24x7 Continuous Operational Real-time monitoring system to ensure the delivery of quality controlled navigational information from the existing Physical Oceanographic Real-time Systems(PORTS) located in SSMCII, and the

12. Select the Products, Services, and/or Deliverables to be derived from this milestone.

<input checked="" type="checkbox"/> Data	<input checked="" type="checkbox"/> Assessment	<input type="checkbox"/> Education
<input checked="" type="checkbox"/> Information	<input checked="" type="checkbox"/> Monitoring	<input type="checkbox"/> Guidelines/Policies
<input type="checkbox"/> Models	<input type="checkbox"/> GIS/GPS	<input type="checkbox"/> Facilitation
<input type="checkbox"/> Resource Plans	<input type="checkbox"/> Charts/Maps	<input type="checkbox"/> Conflict Resolution
<input type="checkbox"/> Standards/Regulations	<input type="checkbox"/> Technology	<input type="checkbox"/> Construction/Acquisition
<input type="checkbox"/> Research	<input type="checkbox"/> Training	

If "other", describe:

13. Select the Major Customers and/or Users of the milestone's Products, Services, and/or Deliverables.

<input type="checkbox"/> Congress	<input type="checkbox"/> State CZM	<input type="checkbox"/> NGO	<input checked="" type="checkbox"/> Divers
<input checked="" type="checkbox"/> Other Fed	<input type="checkbox"/> State Geodetic Advisors	<input type="checkbox"/> Land Owners	<input checked="" type="checkbox"/> Trade Associations
<input checked="" type="checkbox"/> Other NOAA	<input type="checkbox"/> Recreational Fishing	<input checked="" type="checkbox"/> General Public	<input checked="" type="checkbox"/> Contractors
<input checked="" type="checkbox"/> State	<input type="checkbox"/> Commercial Fishing	<input checked="" type="checkbox"/> Private Industry	<input checked="" type="checkbox"/> Surveyors
<input checked="" type="checkbox"/> Local	<input checked="" type="checkbox"/> Recreational Boating	<input type="checkbox"/> Air Traffic Controllers	
<input type="checkbox"/> Regional	<input checked="" type="checkbox"/> Maritime Industry	<input type="checkbox"/> Airport Managers	
<input type="checkbox"/> NERRS sites	<input checked="" type="checkbox"/> Port Harbor Managers	<input type="checkbox"/> Chart Agents/Distributors	
<input type="checkbox"/> NMS sites	<input checked="" type="checkbox"/> Academia	<input checked="" type="checkbox"/> Tourist Industry	

If "other", describe:

In Progress

The quarter(s) during which work on the milestone actually occurs. For example one milestone that is due to be completed in the 3rd quarter may have work in progress during the 1st, 2nd, and 3rd quarters; whereas a different milestone that is due to be completed in the 3rd quarter may only have work in progress during the 2nd and 3rd quarters.

Reported On

This indicates which quarter(s) the milestone will be reported on. This must be filled out during the data entry phase to indicate when the planned status report(s) will occur.

Location

Indicates that the Milestone is in the NOAA implementation plan. Implementation Plan More detailed locational information may be included here.

Geographic Region

Identifies the geographic region that the activity focuses on. If an activity or milestone effects both coasts of NY, PA, or FL, check both regions.

Value List

- **NE = Northeast**
 - Maine
 - New Hampshire
 - Massachusetts
 - Rhode Island
 - Connecticut
 - New York (Atlantic Coast)
 - New Jersey
 - Pennsylvania (Susquehanna River drainage)
 - Maryland
 - Delaware
- **SE = Southeast**
 - Virginia
 - North Carolina
 - South Carolina
 - Georgia
 - Florida (Nassau to Dade County)
- **GOM = Gulf of Mexico**
 - Florida (Monroe to Escambia County)
 - Alabama
 - Mississippi
 - Louisiana
 - Texas
 - Puerto Rico
 - Virgin Islands
- **PAC = Pacific**
 - California
 - Oregon
 - Washington
 - Alaska
 - Hawaii
 - American Samoa
 - Guam
 - Commonwealth of the Northern Marianas
- **GL = Great Lakes**
 - New York (Lake Erie/Ontario Coasts)
 - Pennsylvania (Lake Erie Coast)
 - Ohio
 - Michigan
 - Indiana

Illinois
Wisconsin
Minnesota

- **National**
- **International**

Sites

Identifies particular CZM states, NERRS or NMS sites.

Value List

Alabama
Alaska
American Samoa
California
Connecticut
Delaware
Florida
Georgia
Guam
Hawaii
Indiana
Louisiana
Maine
Maryland
Massachusetts
Michigan
Minnesota
Mississippi
New Hampshire
New Jersey
New York
North Carolina
Northern Mariana Islands
Ohio
Oregon
Pennsylvania
Puerto Rico
Rhode Island
South Carolina
Texas
Virgin Islands
Virginia

Washington

Wisconsin

-

ACE Basin NERR

Apalachicola NERR

Chesapeake Bay (MD) NERR

Chesapeake Bay (VA) NERR

Delaware NERR

Elkhorn Slough NERR

Grand Bay NERR

Great Bay NERR

GTM NERR

Hudson River NERR

Jacques Cousteau NERR

Jobos Bay NERR

Kachemak Bay NERR

Narragansett Bay NERR

Narragansett Bay NERR

North Carolina NERR

North Inlet-Winyah Bay NERR

Old Woman Creek NERR

Padilla Bay NERR

Rookery Bay NERR

San Francisco Bay (proposed) NERR

Sapelo Island NERR

South Slough NERR

St. Lawrence River (proposed) NERR

Tijuana River NERR

Waquoit Bay NERR

Weeks Bay NERR

Wells NERR

-

Channel Islands NMS

Cordell Banks NMS

Fagatele Bay NMS

Florida Keys NMS

Flower Garden Banks NMS

Gray's Reef NMS

Gulf of the Farallones NMS

Hawaiian Island Humpback Whale NMS

Monitor NMS

Monterey Bay NMS
Olympic Coast NMS
Stellwagen Bank NMS
Thunder Bay NMS

Products Services Deliverables

The primary results or outcomes of the milestone.

Value List

see data form

Other Products

A brief description of other types of deliverables can be included if the results do not fit any of the categories.

Customers and Users

The primary types of customers who will benefit from the milestone and its deliverable(s).

Value List

see data form

Other Customers

A brief description of other customers can be included if the customer type is not included on the value list.

14. List all Partners and select the level of dependency upon them for completion of the milestone.


Name	Type of Organization	Relationship	Level of Dependency

15. Describe the support provided by partners and critical dependencies.


CO-OPS provides access to the National Oceanographic Data Center (NODC) within the context of the NODC National Virtual Data System which is a seamless, distributed ocean/coastal data network system with regional, state and local nodes.

Section II. Strategic Plans Linkages


16. Select the NOAA Goal that the milestone supports:

NOAA Goal ☐ BSF ☒ PSN ☐ RPS ☐ SHC **Promote Safe Navigation** 

17. Select the NOAA Objective that the milestone supports:

PSN-4 **Provide Real-Time Observations, Nowcasts, and Forecasts of Water Levels and Currents** 


18. Select the Performance Measure that the milestone helps to fulfill:

PSN-4.1 **Implement Physical Oceanographic Real-Time Systems (PORTS) to make navigat** 

19. Select the NOS Strategic Goal that the milestone supports:

☐ 1: Habitat
☐ 2: Natural Hazards
☒ 3: Navigation
☐ 4: Coastal Communities
☐ 5: Organization and Culture

20. Select the NOS Strategic Objective that the milestone supports:

3.1 **Increase the maritime industry's efficiency and safe use of U.S. ports.** 

Partner Name

The name of the office, organization, group or individual that have a partnership relationship for completion of the milestone.

Type of Organization

Indicates the partner's type of organization.

Value List

Internal NOS
 Other NOAA
 Other Fed
 State
 Other...

Relationship

A characterization of the internal and external partnerships required for the success of the milestone.

Value List

- **Formal Partner:** A relationship where a formal agreement exists to guide the two (or more) parties in accomplishing the tasks. The objectives, design, & implementation of the milestone are jointly developed and agreed upon. Both

parties share responsibility for the tasks and neither partner can complete the tasks without the other. Work is conducted or supported jointly and responsibility for completion is shared.

- **Collaborator:** A less formal, but robust relationship in which the task is mutually beneficial, but for which the NOS office is responsible. The partner has responsibility for performing or supporting an agreed upon task.
- **Contributor:** A less robust relationship in which the NOS office is responsible for accomplishing the task and the partner is required to supply data/information or to participate in meetings/work sessions.
- **Contractor:** A relationship that is strictly a pay-for-services arrangement driven by a contractual documents.

Level of Dependency

A summation of the level of dependency on the partnership for completion of the milestone.

Value List

- **Critical:** The milestone cannot be completed without full cooperation of the partner in fulfilling their tasks.
- **Dependent:** The milestone can be completed but may be delayed without full cooperation of the partner.
- **Enhancement:** The milestone can be completed without the partner's cooperation, but the partnership enhances product, services, and/or deliverables.

Dependency Description

A brief description of the contributions the partners make towards the milestone, and what aspects of the milestone completion are dependent on the partners support.

NOAA Goal

The related NOAA Goal that the milestone hierarchically supports.

NOAA Objective

The related NOAA Objective that the milestone hierarchically supports.

Performance Measure

The related Performance Measure that the milestone hierarchically supports.

NOS Goal

The related NOS Goal that the milestone hierarchically supports.

NOS Objective

The related NOS Objective that the milestone hierarchically supports.

21. Select the Program Office Strategic Goal that the milestone supports:

CO-OPS-3 Navigation. Expand navigation products and services to respond to changing client needs and the greater transportation community.

CO-OPS

22. Select the Program Office Strategic Objective that the milestone supports:

CO-OPS - 3.2 Provide current, tide, and water level information required to maintain tide and current predictions and update nautical charts.

23. Select the Program Priority Area that the milestone supports (if applicable):

CO-OPS 1

24. Check all Synergy Opportunities that apply:

☐ Spatial Data
☐ Disaster Response Planning
☒ Dredging
☐ Nutrient Pollution

Section III. Milestone Resources

25. Enter the Planned Budget figures associated with this milestone: scroll down for additional FY's

Budget \$K	Planned	Spent	Remaining	Planned TOTALS
NOS Base Budget				
NOAA (non-NOS) Reimbursable				
Other Agencies Reimbursable*				
Carryover				
TOTAL NOS BUDGET				
Construction				
Matching Funds				
TOTAL MILESTONE BUDGET				
NOS Outgoing (>\$500K)				

26. Select the related NOS Budget Line Item(s):

☒ K3B: Ocean Resources Conservation and Assessment
☐ K3C: Coastal Ocean Science
☐ K5B: Ocean Management
☐ K5D: Coastal Management - NERR
☐ K5D: Coastal Management - CZMP
☐ K6B: Nautical Chart Services
☐ K6C: Coastal Mapping Services
☐ K6D: Geodesy
☒ K6E: Tide and Current Data
☐ K6H: Data Acquisition
☐ K6J: Survey Backlog
☐ B1B: Construction/Land Acquisition
☐ Assistant Administrator

27. Enter any Budget Comments including: multi-year project costs, reimbursable agency name, outgoing funds recipient, and other relevant comments.

Program Office Goal

The related Program Office Goal that the milestone hierarchically supports.

Program Office Objective

The related Program Office Objective that the milestone hierarchically supports.

Program Priority

The Programmatic Priority of the Responsible Office that the milestone supports (if applicable).

Synergy

The areas of NOS cross-office synergistic opportunities that the milestone provides.

FY

The Budget Fiscal Year the figures are for.

Base Budget

Funds that represent the appropriated dollars for this activity.

NOAA Reimbursable

Funds received from another NOAA source (ex: work done by CSC and reimbursed by NESDIS or other NOAA entities).

Other Reimbursable

Funds received from a non-NOAA source (ex: ORR receives funds from EPA to support many activities).

Carryover

Funds for previous fiscal years - carried over into this FY.

Total NOS Budget (automatic)

The sum of (Base Budget + NOAA Reimbursable + Other Reimbursable + Carryover).

Construction

Funds from the Procurement, Acquisition and Construction Account in the NOAA budget.

Matching Funds

Funding that an outside entity commits in a matching grant situation (ex: State matches to CZM NERR grants).

Total Milestone Budget (automatic)

The sum of (Total NOS Budget + Construction + Matching Funds).

NOS Outgoing

The funds transferred to an outside entity for programmatic expenditure (i.e. funds not paying for NOS employees or activities). This does not necessarily include all contract money, but would include, for example, NCCOS COP grants to researchers.

**** P, A, D**

The various budget fields are labeled “P” for Planned, “A” for actual or the amount Spent, “D” for difference or the amount Remaining.

**** \$Sum** (automatic)

The “Sum” fields are the milestone totals for all fiscal years of planned budget figures.

Budget Line Item

The official line item code for the NOS budget.

Value List

see data form

Budget Comments

Notes and additional information about the milestone’s budget.

28. Enter the Planned FTE figures associated with this milestone:

Personnel #FTE	
Base	8
Reimbursable	
Total NOS FTE	8
Non-NOS FTE	
Total Milestone FTE	8

29. Select the names of the person to Contact regarding this milestone.

Primary Contact

If the appropriate contact person does not appear on the pop-up list, add them to the AOP Contacts Database:

Verify associated contact information:

Tom Bethem Branch chief, ISD, CO-OPS SSMC-4, Sta. 6221 Branch chief, ISD 1305 East-West Hwy	PH: 301-713-2906 x117 FAX: 301-713-1933 thomas.bethem@noaa.gov
---	--

If the associated contact information needs to be updated...

30. List other project personnel and describe their roles.

Name	Role

31. Enter any comments or additional information.

32. Data Entry By (Select your name):

Record Creation Date: Record Modification Date:

FTE Base

Full Time Employees paid for by NOS base budget funds.

FTE Reimbursable

Full Time Employees paid for by reimbursable funds.

FTE NOS Total (automatic)

The sum of (FTE Base + FTE Reimbursable).

FTE Non NOS

Non-NOS Full Time Employees includes paid personnel, not volunteers (ex: State personnel in NERR sites or state CZM programs).

FTE Milestone Total

The sum of (FTE NOS Total + FTE Non NOS).

Primary Contact Person

The name of the primary individual to contact regarding the milestone and its completion status.

Value List

“Last name, title and first name” from the AOP Contacts database.

Address Label (automatic)

The related mailing address for the contact person from the AOP Contacts Database.

Phone Fax Email (automatic)

The related phone and fax numbers and e-mail address for the contact person from the AOP Contacts Database.

Project Personnel

The names of NOS individuals who are contributing to the milestone. Major partners should be included in the partnership section, not here. This field is for office project management purposes only.

Role

The role the associated personnel have in work towards milestone completion.

Comments

Additional information on the Milestone.

Data Entry Person

The name of the person who entered the information into the system

Value List

“Last name, title and first name” from the AOP Contacts database.

Quarterly Milestone Status

The screenshot shows a web-based data entry form titled "NDS AOP Tracking System FY 2001 Quarterly Reporting Checklist Data Entry Form". At the top, there are navigation buttons: "Find Form", "Main Menu", and "Summary List". Below these, there are input fields for "CSC", "1st", "Quarter", and "FY 2001". A text box instructs the user to "Enter the Number of Records included in the tracking system for each of the reporting requirements. If no records are included, enter a zero. When you have finished all of your quarterly reporting requirements, enter the date completed." Below this, there is a table with two columns: "# of Records" and "Reporting Requirements". The "Reporting Requirements" column lists: "Status of all 1st Q FY 2001 Milestones", "Significant issues related to upcoming 2nd Q FY 2001 milestones (list #'s below)", "Major 1st Q FY 2001 Accomplishments", "Critical Management Issues/Problems", "Status of 1st Q FY 2001 Congressional, GAO, and IG Reports", "Comments on Pending Congressional, GAO, and IG Reports", "Preview of Major Up-Coming Activities/Events", "Affirmative Action", "Diversity", and "Environmental Compliance". Below the table, there is a "DATE COMPLETED" field with the value "Wed, Jan 17, 2001" and a "(paste current)" button. At the bottom, there is a "COMMENTS" field with a large text area.

Status

The current milestone status.

Value List

completed
behind schedule
on hold
canceled
event-driven
on-going

Status Date

The date that the milestone status was last updated.

Status Report

The report that will be printed for the quarterly review on the milestone status should include comments on progress or results or an explanation if the milestone is on hold, behind schedule, or canceled.

Status Archive

Additional comments on milestone status and past status reports may be archived in this field and will not be printed for current quarterly reviews.

Report Quarter

The quarter that the status report is submitted for review.

Status Data Entry By

The name of the person who entered the current status report.

Value List

“Last name, title and first name” from the AOP Contacts database.

AOP Contacts

NOS AOP Tracking System
AOP Contacts
Data Entry Form

Add a Person Browse Form Menu Glossary

Allin, Vickie

1. Enter the name of the contact person:
Honorific First Name Last Name
(only if required)
Vickie Allin
2. Verify their full name: Vickie Allin
3. Select their Program Office: OCRM
and Division (if applicable):
4. Enter the individual's job title:
5. Indicate the type of AOP Contact (if applicable):
☐ Program Director ☐ AOP Contact
☐ Deputy Director
☐ Planner
☐ Data Entry
6. Enter their work address (including workstation):
Mailing Address SSMC-4, Sta. 10614
1305 East-West Hwy
Silver Spring MD 20910
City State Zip
7. Verify the Mailing Label:
Vickie Allin
OCRM
SSMC-4, Sta. 10614
1305 East-West Hwy
Silver Spring, MD 20910
8. Enter their work phone number (including extension):
301-713-3086 x126
9. Enter a fax number for the person:
301-713-4370
10. Enter the individual's e-mail address:
vickie.allin@noaa.gov
11. Enter any additional notes
(ex: temporary titles, additional addresses, phone or fax numbers, e-mail addresses, etc.):

Honorific

For contact person requiring an honorific title, such as "CAPT." or "Dr." (Mr., Mrs., Ms., or Miss need not be included).

Last Name

The last name of the contact person and any suffixes (for example: Smith, Jr.).

First Name

The first name of the contact person and any initials or preferred names (for example: P. Harvey).

Full Name (automatic)

A calculation of Honorific, First Name and last name.

Name Last First (automatic)

A calculation of Last Name followed by Honorific and First Name.

*This field is used as the relational link to other databases.

Office

The office (and division, if applicable) of the contact person.

Value List

Office (and Division) Abbreviations from the **Program Offices** file.

Title

The primary job title or employment position of the contact person. Additional titles or temporary titles may be included in the notes field.

AOP Contact

The type of program office AOP contacts.

Value List

Program Director
Deputy Director
Planner
Data Entry

Mailing Address

The street address and workstation (if applicable) of the contact person.

City

The mailing address city.

State

The mailing address state (standard two letter abbreviation).

Zip

The mailing address zip code.

Mailing Label

This calculation combines the Contact name, title, office, address, city, state, and zip. It is important to ensure that no blank lines have been entered in any of the above fields if the address label is to print correctly.

Phone Number

The primary phone number for the contact person including required extension numbers. Other numbers may be included in the notes field.

Fax Number

The main fax number for the contact. Other numbers may be included in the notes field.

E-Mail

The primary electronic mail address of the contact. Alternate e-mail addresses may be included in the notes field.

Notes

This space is available for notes and additional information on contact persons.

Affirmative Action, Diversity, Environmental Compliance and Safety

**NOS Diversity Tracking System
Objectives Data Form**

Part I. Objective Data Form

1. Select a Goal:

2. Assign an Objective Number **: Objective code

**Check to make sure this number is unique for this goal.

3. Enter the Objective Description:
To provide a framework wherein managing diversity and supporting initiatives (for example, EEO, understanding differences and other change strategies/tools) have every opportunity to thrive by providing a solid foundation and up-front support. To create an environment of supportive systems, policies, and practices which ensure that all employees have the opportunity to successfully accomplish NOAA's mission and their

Part II. Related Records

Number of Milestones:

Click on a Milestone to go to the related Data Entry Form

Milestone Number	Code	Description
1	D.1.1	Continue to educate the NOS work force on managing diversity initiatives through the utilization of products and tools provided by the NOAA Diversity Office, such as toolkits, videos, pamphlets, books, etc., and by supporting workshops, seminars, and other educational opportunities sponsored by
2	D.1.2	Ensure that all managers/supervisors keep their employees abreast of NOAA/NOS managing diversity initiatives. Managers will make employees aware of the NOAA and NOS Diversity web sites. This gives employees an opportunity to review the NOAA and NOS Diversity Plans for information
3	D.1.3	Continue to work with the NOS Diversity Network as a means of accomplishing diversity initiatives, to ensure that managing diversity is imbued into daily operations, and to support the NOAA Managing Diversity effort through participation on various sub-committees

Goal

NOS participates in NOAA's Goals of Affirmative Action, Diversity, and Environmental Compliance and Safety.

Goal Description

A description of the Goal and of NOS's commitment towards fulfilling it.

Responsible Office

The NOS office responsible for overseeing the Goal.

Value List

AA
CO-OPS
CSC
IP
NCCOS
NGS

OCRM
OCS
ONMS
ORR
SP

Contact Person

The name of the person to contact about NOS's responsibilities, plans and accomplishments regarding the goal. The related address label, phone, fax, and e-mail information is also included.

Value List

"Last name, title and first name" from the AOP Contacts database.

Number of Objectives (automatic)

Indicates the Number of Objectives associated with the Goal.

Objective Number

A number sequentially assigned for the Objectives under each Goal.

Objective Code (automatic)

A calculation of the Goal Code (A, E, or D) and the Objective Number. For example: D.2. refers to the Diversity Goal, Objective 2.

Objective

The description of an Objective that supports the associated Goal.

Number of Milestones (automatic)

Indicates the number of milestones associated with the Objective.

Milestone Number

A number sequentially assigned for the milestones under each objective.

Milestone Code (automatic)

A calculation of the Goal Code (A, E, or D) and the Objective Number and the Milestone Number. For example: D.2.1 refers to the Diversity Goal, Objective 2, Milestone 1.

Milestone

A description of the Milestone.

Planned Completion Date

The date the Milestone is to be completed by.

Status

The completion status of the report.

Value List

- on going
- behind schedule
- completed
- event-driven
- on hold
- canceled

Status Date

The date that the status report was last updated.

Status Report

This field is for reporting on the status of the milestone and goes into the quarterly report.

Quarter

If the status comments are to be included in a Quarterly Report, this field indicates which quarter.

Value List

- 1st
- 2nd
- 3rd
- 4th

Additional Notes

Additional information or comments on the milestone.

Legislative Reports and Audits

NOS ADP Tracking System Legislative Reports Data Entry Form	<div style="display: flex; justify-content: space-around;"> Report List Main Menu Glossary </div>
---	---

☐ = automatic

1. Select the report category:

☒ Congressional
☐ General Accounting Office

☐ Inspector General
☐ CFO Audit
- If Congressional, select the appropriate committee:
 House Committee on Resources
2. Enter the title of the Report:

Maintaining Federal Expertise in Hydrographic Services
3. Describe the report (include exact language from Congress, if applicable):

A plan (due 6 months after enactment of the Hydrographic Services Act of 1998 (public Law 105 384) to ensure that Federal competence and expertise in hydrographic surveying will be maintained after the decommissioning of the 3 existing NOAA vessels.
4. Indicate the type of report:

☐ NOS Only
☒ NOAA only
☒ Joint Interagency
5. Select the responsible Program Office:

OCS
6. Select the primary contact person:

MacFarland, CAPT David

Verify associated contact information:

Director, OCS
 SSMC-3, Sta. 7362
 1315 East-West Hwy
 Silver Spring, MD 20910

PH: 301-713-2724 x101
 FAX: 301-713-4516
 david.m.macfarland@noaa.gov
- If the appropriate primary contact person does not appear on the pop-up list or the related information needs to be updated edit the ACP Contacts*
7. When is the report due?

Date due to PAC: 5/13/1999
 4/1/1999

Quarter: 3RD
8. Indicate how often the report is due:

☒ One-Time
☐ Periodic
- If the report is periodic, how often is it required?
9. Indicate the current status:

☐ on going
☒ behind schedule

☐ completed
☐ event-driven

☐ on hold
☐ canceled

as of 10/1/1999 <--- enter today's date
10. Enter the current status report (if applicable):

This report is overdue. Congress has been informed. NOS and ONCO are working with a private contractor to collect the data necessary to address the items requested.

This status report is for the 1st 2nd 3rd 4th quarter of FY 1999
11. Include any additional notes or comments:
12. Data Entry By (Select your name):

O'Brien, Kevin P.

Record Creation Date: 9/8/1999
 Record Modification Date: 1/18/2001

Report Category

Indicates who the report or audit is prepared for.

Value List

Congressional
 General Accounting Office
 Inspector General
 CFO Audit

Committee

If the report is Congressional, the committee it will be submitted to.

Value List

House Committee on Agriculture
House Committee on Appropriations
House Committee on Appropriations/CJSJ Subcommittee
House Committee on Armed Services
House Committee on Banking and Financial Services
House Committee on the Budget
House Committee on Commerce
House Committee on Education and the Workforce
House Committee on Government Reform
House Committee on International Relations
House Committee on the Judiciary
House Committee on Resources
House Committee on Resources/Fisheries Conservation,
Wildlife and Oceans Subcommittee
House Committee on Science
House Committee on Science/Energy and Environment
Subcommittee
House Committee on Small Business
House Committee on Transportation and Infrastructure
House Committee on Transportation and
Infrastructure/Coast Guard and Maritime Transportation
Subcommittee
House Committee on Transportation and
Infrastructure/Water Resources and Environment
Subcommittee
House Committee on Veterans Affairs
House Committee on Ways and Means
-
Senate Committee on Agriculture, Nutrition, And Forestry
Senate Committee on Appropriations/CJSJ
Subcommittee
Senate Committee on Armed Services
Senate Committee on Banking, Housing, And Urban
Affairs
Senate Committee on Budget
Senate Committee on Commerce, Science, And
Transportation

Senate Committee on Commerce, Science, And
Transportation/Oceans and Fisheries Subcommittee
Senate Committee on Energy And Natural Resources
Senate Committee on Environment And Public Works
Senate Committee on Environment And Public
Works/Superfund, Waste Control, and Risk Assessment
Subcommittee/Fisheries, Wildlife and
Drinking Water Subcommittee
Senate Committee on Environment And Public
Works/Superfund, Waste Control, and Risk Assessment
Subcommittee
Senate Committee on Finance
Senate Committee on Foreign Relations
Senate Committee on Governmental Affairs
Senate Committee on Judiciary
Senate Committee on Health, Education, Labor And
Pensions
Senate Committee on Rules And Administration
Senate Committee on Small Business
Senate Committee on Veterans' Affairs
Senate Committee on Indian Affairs

Title

The official title of the report.

Description

A description of the report requirements/contents including exact language from Congress, if applicable.

Type of Report

Indicates if portions of the report come from other agencies.

Value List

NOS Only

NOAA only

Joint Interagency

Responsible Office

The primary NOS office responsible for the report.

Value List

AA
CO-OPS
CSC
IP
NCCOS
NGS
OCRM
OCS
ONMS
ORR
SP

Contact Person

The name of the NOS person to contact regarding the status of the report.

Value List

“Last name, title and first name” from the AOP Contacts database.

Date Due

The date the report is due.

Due to PAC (automatic)

A calculated date that is 42 days (6 weeks) prior to the Date Due. This date is when the report is due to the Policy, Analysis, and Communications Division.

Report Period

Indicates if the report is due periodically or if it is due a single time.

Value List

One-Time
Periodic

Period

If the report is periodic, this field should denote how often it is due.

Status

The completion status of the report.

Value List

on going
behind schedule
completed
event-driven
on hold
canceled

Status Date

The date that the status was last updated.

Status Report

A brief description of the completion status of the report.

Status Report Quarter

If the status comments are to be included in a Quarterly Report, this field indicates which quarter (also which Fiscal Year)

Value List

1st
2nd
3rd
4th

Notes

This field is available for footnotes and comments on the Report.

Significant NOS Events

NOS AOP Tracking System
Significant NOS Events
Data Entry Form

Record Number 129

Add a Record List Main Menu

☐ = automatic

1. Enter the title of the event:
Coastal Zone 2001, Cleveland

2. Briefly describe the event:
The Center is serving as the executive secretariat for Coastal Zone 2001 (CZ01) and will provide program and conference planning and management services for the conference.

3. Select the appropriate category: Conference

4. Select the level of NOS sponsorship:
☐ NOS sole sponsor ☒ NOS co-sponsor ☐ other NOAA sponsorship ☐ none

5. Enter the location:
Cleveland Ohio
City State (or Country) Address

6. Select the geographic scope:
☒ International ☐ National ☐ Local ☐ Regional ☐ Internal NOS event

7. Enter the approximate time-frame: (If a single day, enter in Start date only)
Start: 15 July 2001 End: 19 July 2001
Day Month Year Day Month Year
Start Time End Time

8. Select the current status: confirmed

9. Describe the event or item's objectives/outcomes:

10. Indicate the main audiences: (limit=3)
☒ NOS ☐ Congress ☒ Educators/Students
☒ Other NOAA ☐ Constituents ☐ Stakeholders
☒ Other Federal Government ☐ General Public ☒ Scientific Community
☒ State/Local Government ☐ Media ☐ Other...

11. Select the level of participation:
☒ NOAA Leadership ☐ NOS speaker/presenter/plenary
☐ NOS AA
Identify participant(s):
☐ NOS DAA
☐ other VIP

12. Select the participating offices:
☒ AA ☒ CO-OPS ☐ NGS ☒ OCRM ☐ ORR
☒ CSC ☐ NCCOS ☒ IP ☐ OCS ☐ SP

13. Enter the primary NOS Contact Person:
NOS Contact Scholz, Paul Add a contact
Paul Scholz
Branch Chief, Coastal Management Services,
CSC
2234 South Hobson Ave.
Charleston, SC 29405-2413
PH: 843-740-1208
FAX: 843-740-1224
paul.scholz@noaa.gov

14. Enter the main Event Coordinator or Contact Person (non-NOS) (optional):
Non NOS Contact
Enter phone, fax, e-mail, address or other information on how to contact:

15. Enter additional information (include associated events, Web pages, etc.):

Created: 9/15/2000 Modified: 9/15/2000

Event Title

The title or description of the conference, workshop, or other event.

Description

A brief description of the event.

Category

The type of event.

Value List

Meeting
Conference
Workshop
Campaign
Speech/Talking Points
-
Exhibit
Poster Session
-
Brochure
Report
News Release/Fact Sheet
Press Conference/Briefing
Interview
Editorial Board
-
CD-ROM
Video
Film/Program
Public Service Announcement
WWW website

Sponsorship

NOS's role in the sponsorship of the event.

Value List

NOS sole sponsor
NOS cosponsor
other NOAA sponsorship
none

City

The City where the event takes place.

State

The State (and Country, if applicable) where the event takes place.

Address

The location of the event (if relevant) such as the name of a hotel or facility and street address if known.

Scope

The geographic scope of the event participation.

Value List

- International
- National
- Regional
- Local
- Internal NOS event

Start Date

The day, month, and year that the event starts. For single day events, the date the event occurs. An approximate or partial (month and year) date may be entered, and should be annotated in the Additional Information field.

Start Time

The time the event starts (if relevant).

End Date

The day, month, and year that the event ends. For single day events, only the start date is required.

End Time

The time the event ends (if relevant).

Status

The current planned or completion status of the event.

Value List

- confirmed
- on going
- proposed
- development phase
- canceled
- on-hold
- completed

Objectives

A brief summation of the objectives of the event and description of its outcomes.

Audience

The primary audience for the event (limit 3).

Value List

NOS
Other NOAA
Other Federal Government
State/Local Government
Congress
Constituents
General Public
Media
Educators/Students
Stakeholders
Scientific Community

Level of Participation

The organizational levels of participation. NOAA Leadership and VIP participants should be identified by name in the Participants field.

Value List

NOAA Leadership
NOS AA
NOS DAA
other VIP

NOS Speaker

Indicates that the event will have an NOS speaker, presenter, or plenary.

Value List

NOS speaker/presenter/plenary

Participants

NOAA Leadership and VIP participants should be identified by name.

Participating Offices

The NOS Program Offices participating in the event.

Value List

AA
CO-OPS
CSC
IP
NCCOS
NGS
OCRM
OCS
ONMS
ORR
SP

NOS Contact

The primary NOS person to contact regarding the event.

Value List

“Last name, title and first name” from the AOP Contacts database.

Non NOS Contact

The person to contact for more information on the event (if applicable).

Non NOS Contact Information

Information on how to contact the individual such as Phone and/or Fax, and/or E-Mail and/or Mailing Addresses.

Additional Information

Any additional information on the event such as associated web pages and other related events.

Program Accomplishments and Management Issues

NOS AOP Tracking System
FY 2001 Management Issues
and Program Accomplishments
Data Entry Form

List Main Menu Glossary

1. Select the Program Office:

☐ AA ☐ NCCOS ☐ OCRM ☐ ORR
☐ CSC ☒ NGS ☐ OCS ☐ SP
☐ CO-OPS ☐ IP ☐ ONMS

2. The type of item reported on is:

☐ Management Issue ☐ Diversity
☐ Program Accomplishment ☐ Environmental Compliance
☐ Affirmative Action

3. The item is to be included in the ☒ 1st ☐ 2nd ☐ 3rd ☐ 4th Quarterly Report

4. Enter a brief synoptic title for the item:

Software Support Contracting

5. Enter the Report Text:

Expand existing contract with Research and Data Systems Corporation for additional software support, data management, data manipulation, and web site management. It is not clear whether or not NOAA procurement will allow us to do this. The existing contract has resulted in a very favorable experience. If allowed to expand the contract, the present concerns regarding the loss of specific talent due to anticipated retirements will be somewhat allayed. The added benefit would be that several employees now involved in these tasks may be allowed to focus on tasks more pertinent to agency's mission.

Each item has a unique record Identity Number: 220

Date Submitted 10/13/2000 Date Modified 6/11/2001

Program Office

The office submitting the item.

Value List

AA
 CO-OPS
 CSC
 IP
 NCCOS
 NGS
 OCRM
 OCS
 ONMS
 ORR
 SP

Type of Item

The item is either an accomplishment or an issue.

Value List

Management Issue
 Program Accomplishment

Quarterly Report

The quarterly report that the item is intended for.

Value List

1st

2nd

3rd

4th

Title

A brief title that indicates what the item is.

Text

The body of text describing the item.

Identity Number (automatic)

An automatically sequentially assigned unique number for each record that never changes. Missing identity numbers indicate that records have been deleted.